



**Board of Nursing Home Administrators  
Special Meeting Notice  
August 15, 2008**

**Time:** 9:30 a.m.

**Location:** **This meeting is being held by videoconference. The public may attend at any of the following locations:**

**Department of Health - Tumwater**  
310 Israel Road SE, Rooms 152/153  
Tumwater, WA 98501

**Department of Health Laboratory – Shoreline**  
45<sup>th</sup> Street NE, Room S4  
Seattle, WA 98155-9701

**Gonzaga University – Spokane**  
ACT Lab. Located within Foley Library  
502 E. Boone Avenue  
Spokane, WA 99258-0095

**Department of Health - Richland**  
309 Bradley Blvd  
Richland, WA 99352

*Link for directions at the end of this notice*

**Contact Person:** Kendra Pitzler, Program Manager  
(360) 236-4723

**Board Members:** Susan Quigley, Chair, NHA  
Daniel Murray, Vice-Chair, NHA  
Stacy Mesaros, NHA  
Kylle Fish, NHA  
Ila Pound, RN  
Mary Sue Gorski, ARNP  
Mely Davenport, RN  
Carol F. Hart, Public Member

**Assistant Attorney General:** Gail Yu, Assistant Attorney General

**Staff:** Blake Maresh, Executive Director  
Judy Young, Staff Attorney  
Kendra Pitzler, Program Manager  
Robin Sheldon, Program Assistant

# **Board of Nursing Home Administrators**

**August 15, 2008**

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### **1. Opening – Susan Quigley, Chair – DISCUSSION/ACTION**

- A. Call to Order
- B. Introductions
- C. Order of Agenda
- D. Correspondence
- E. Announcements
- F. Other

### **2. Consent Agenda—DISCUSSION/ACTION**

**Items listed under the consent agenda are considered to be routine agency matters and will be approved by a single motion of the Board without separate discussion. If separate discussion is desired, that item will be removed from the consent agenda and placed on the regular business agenda.**

- A. Approval of August 15, 2008 agenda.
- B. Approval of May 2, 2008 minutes.
- C. Newspaper Articles related to Nursing Homes and their patients.
- D. DEA letter regarding “take-back” prescription disposal programs.
- E. Performance Audit Update.

### **3. Signature Authority Updates – DISCUSSION/ACTION – T. Diana Young and Kendra Pitzler**

*The Board will discuss changing signature authority due to changes with the reorganization.*

### **4. Discuss Items Removed from the Consent Agenda—DISCUSSION/ACTION**

*The Board will discuss items removed from the Consent agenda.*

### **5. Program Manager Report – Kendra Pitzler – DISCUSSION/ACTION –**

- A. Update on Licensing Rules.
- B. Update on Health Services Quality Assurance Reorganization.

### **6. Requests from the Public – DISCUSSION/ACTION.**

- A. Lists and Labels Requests – Kendra Pitzler. *The Board will review requests for lists and labels and determine if the requestor should be approved to receive lists and labels.*
- B. Request for web-site Referral – Kendra Pitzler. *The Board will review a request to list on their web-site companies that offer a NAB examination review course.*

### **7. NAB Meeting.**

- A. NAB Annual Meeting Report – Stacy Mesaros and Carol Hart.
- B. NAB Semi-Annual Meeting in November, 2008. *The Board will determine who should attend the mid-annual NAB meeting.*

### **8. Disciplinary Issues – DISCUSSION/ACTION – 10:30 a.m.**

- A. How to Write a Disciplinary Order – Kendra Pitzler, Judy Young, Debi Young and Marc DeFreyn. *This is a presentation given to the Board.*
- B. Case Authorization and Case Disposition Panels – Susan Quigley. *The Board will determine who will be on each panel, when the panels will meet and how these panels will be conducted.*

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- C. Update from the Sanctions Guidelines Committee – Kylie Fish. *Ms. Fish will update the Board regarding the progress of this committee.*
- D. Patient Death Complaints – Susan Quigley. *The Board will discuss a letter from Mary Selecky, Secretary of Health. The Board will determine if all complaints that involve a patient death should be opened for investigation.*
- 9. **Meeting Dates for 2009.** *The Board will determine meeting dates for 2009.*
- 10. **STID Presentations, if applicable – Judy Young, Staff Attorney**
- 11. **Closed Session – Case Authorization & Case Disposition Panels**  
*RCW 18.130 gives the Board authority to investigate all complaints and reports of unprofessional conduct as well as issue statement of charges or settlement agreements. This law also gives the Board the authority to establish panels consisting of three or more to perform these duties. Case Authorization and Case Disposition panels are used to review complaints and investigations to determine appropriate actions.*
- 12. **Closing**

*If you need general information about this meeting, please call the program at (360) 236-4723. Items on the agenda may be taken out of order. If you wish to attend the meeting for a single item, you may contact Kendra Pitzler at the number listed above and request that a specific time be scheduled for that item.*

*This meeting is accessible to persons with disabilities. Special aids and services can be made available upon advance request. Advance request for special aids and services must be made no later than August 8, 2008. If you need assistance with special needs and services, you may leave a message with that request at 1-800-525-0127 or, if calling from outside Washington State, call (360) 236-4052. TDD may also be accessed by calling the TDD relay service at 1-800-833-6388. If you need assistance due to a speech disability, Speech to Speech provides human voices for people with difficulty being understood. The Washington State Speech to Speech toll free access number is 1-877-833-6341.*

*Smoking is prohibited at this meeting.*

**Link for directions to the Meeting:**

- Tumwater: [http://www.doh.wa.gov/DOHDirections/town\\_center.htm](http://www.doh.wa.gov/DOHDirections/town_center.htm)
- Shoreline: <http://www.doh.wa.gov/DOHDirections/PHL.htm>
- Gonzaga: <http://www.gonzaga.edu/Admissions/Undergraduate-Admissions/Visit-Us/Directions.asp>  
A campus map with directions to the Foley library is located at:  
<http://www.gonzaga.edu/About/Campus+Map.asp>
- Richland: <http://www.doh.wa.gov/DOHDirections/Richland.htm>